

## MINUTES

### HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24

Aldine Fire & Rescue

20440 Imperial Valley Drive

Houston, TX. 77073

281-951-3700 Phone

713-951-3715 Fax

The Harris County Emergency Services District No.24 met in regular session open to the public, at Aldine Fire & Rescue Station 31 on Wednesday, March 18th, 2020 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner Jerry LOYD called roll at 11:36 am and all of said persons were present: Commissioner Loretta ROBINSON, Commissioner Eva GARCIA, and Commissioner Lee Spilman.

Also, present was Fire Chief Dave PARKER, Aamanda CARRIER Office Manager, Michelle GUERRERO Executive Assistant, Francheska SANTIAGO Community Liaison, Chris SZOSTAK, Luis MENDEZ, Andy PEREZ, Greg KUENSTLER, Leroy RAMIREZ, Arthur NAVARRO, Raymond DEANDA, Slate HILL, Caleb CARRIKER, Gary SMALLEY with Aldine Fire & Rescue, Ricardo MARTINEZ with Martinez Architects, Brad DILL B&D Realty Advisors, and Adam TABAK district counsel with Coveler and Peeler.

#### 4.TO RECEIVE PUBLIC COMMENT:

Commissioner SPILMAN commented that Commissioner GOMEZ wanted to tell everyone hello.

5. TO APPROVE THE MINUTES OF PRIOR MEETINGS:

Motion by Commissioner ROBINSON and seconded by GARCIA and approved with a vote 4 to 0 to approve the minutes of prior meetings.

7. TO RECEIVE THE TREASURER'S REPORT:

Aamanda CARRIER presented the treasure's report as of March 2020:

Chase Checking Account Balance: \$148,929.73

Chasing Saving Account- Property Tax: \$1,506,928.40

Chase Grant Account: \$156,265.14

Texas Class Account-Real Estate- \$6,795,200.99

Texas Class Account-Reserve: \$12,409,883.57

Wells Fargo Account-Station #11 Construction balance: \$192,599.78

Wells Fargo-Sales Tax Collections balance: \$250,00.00

Prosperity Account-Billing Funds balance: \$198,453.23

Total in all accounts of \$21,658,260.84

Tax Collections collected year to date: \$1,622,383.74

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to accept the treasure's report for the month of March 2020.

7. TO PAY DISTRICT'S BILL:

Motion by Commissioner SPILMAN, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to pay Districts bills.

**Commissioner LOYD opened item #17**

**Closed session began at 11:41am**

17. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REAL ESTATE MATTERS:

18. EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE §551.074, TO DISCUSS DISTRICTS PERSONNEL MATTERS:

19. TO REVIEW, DISCUSS AND TAKE ACTION ON PURCHASE, SALE, OR LEASE OF REAL ESTATE:

**Open session resumed at 12:25pm**

**Commissioner LOYD opened item # 19**

19. TO REVIEW, DISCUSS AND TAKE ACTION ON PURCHASE, SALE, OR LEASE OF REAL ESTATE:

Motion by Commissioner GARCIA, seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to move forward with the feasibility study for improvements on the surrounding land at Station 21.

**Commissioner LOYD opened item # 8**

8. TO RECEIVE THE CHIEFS REPORT, INCLUDING FIRE SUPPRESSION, RESCUE AND RELATED ACTIVITIES, AS WELL AS REPORTS ON ANY TRAINING RECEIVED BY THE DISTRICTS PERSONNEL DURING THE PERVIOUS MONTH:

Report for the month of February 2020 presented by Chief PARKER; total responses: 240, total In-District on scene calls: 198, total numbers of apparatus responding: 277, mutual aid: 16, mutual aid received: 0, calls year to date: 463, total training hours: 649.

Chief PARKER informed the board on an erosion problem at Station 21 causing damage to the sprinkler system and pipe lines. Chief PARKER stated that District Chief REEG and Captain SNEATH are working on it to correct the erosion issue. Chief PARKER mentioned that the Conex box has been moved, painted, storage shelves installed, and will soon install vents to make the Conex box cooler. Chief PARKER informed the board that the district should be expecting the new Chevy Tahoe and squad unit to be done by mid-April. Chief PARKER mentioned that he is planning on keeping the old Squad 21 at Station 31 as a backup vehicle. Chief PARKER informed the board that the new pumper is coming along very well. HUT 21 and 11 are serviceable but there are some small things that are continuously being worked on. HUT 21 is waiting for the skid unit to arrive for it to then be installed. Chief PARKER informed the board on the Engine Operator Promotional Exam will take place on April 14<sup>th</sup>, 2020.

Motion by Commissioner GARCIA and seconded by Commissioner ROBINSON and approved with a vote of 4 to 0 to approve the chiefs report for the month of February 2020.

9. TO REVIEW, DISCUSS AND TAKE ACTION ON MATTERS RELATED TO COVID-19 PREPARATIONS:

Chief PARKER stated that he sent out an email on March 12<sup>th</sup>, 2020 to the department staff on ways to emphasize specific practices to reduce exposure and refer to the Center of Disease Control (CDC) website for information on COVID-19.

Chief PARKER informed the board that Harris County Emergency Corps dispatch center are taking very specific details when dealing with respiratory calls; dispatchers are only sending medics instead of first responders to these specific calls.

10. TO REVIEW AND APPROVE REQUISITION REQUESTS SUBMITTED FOR THE PURCHASE OR REPAIR OF EQUIPMENT, SUPPLIES, MATERIALS, VEHICLES AND APPARATUS:

No action. Item tabled.

11. TO REVIEW, DISCUSS AND TAKE ACTION ON AN INTERLOCAL AGREEMENT WITH HARRIS COUNTY FOR THE DONATION OF MOBILE DEVICES, PORTABLE RADIOS AND SAFETY DEVICES:

Motion by Commissioner ROBINSON and seconded by GARCIA and approved with a vote 4 to 0 to approve the Interlocal agreement with Harris County.

12. TO APPROVE ADDITIONAL TRAINING REQUESTED OR REQUIRED OF COMMAND STAFF, FIREFIGHTERS, AND DISTRICT PERSONNEL:

No action. Item tabled.

13. TO REVIEW AND APPROVE REQUESTED REVISIONS TO THE DISTRICT'S 2020 BUDGET:

No action. Item tabled.

14. TO APPROVE THE SALE OR DISPOSAL OF SURPLUS AND/OR SALVAGE PROPERTY PURSUANT TO TEXAS HEALTH SAFETY CODE §775.251:

No action. Item tabled.

15. TO REVIEW AND TAKE ANY ACTION REGARDING CONSTRUCTION, REPAIRS OR RENOVATIONS TO DISTRICT REAL PROPERTY, INCLUDING, BUT NOT LIMITED TO, CONSTRUCTION PAYMENTS, PAYMENT APPLICATIONS, CHANGE PRDERS, PERMITS, ENGAGING ARCHITECTS OR ENGINEERS, AND SELECTION OF GENERAL CONTACTORS FOR DISTRICT CONSTRUCTION PROJECTS:

MARTINEZ informed the board on a construction/design progress for Station 11, informing that there will be a possible construction delay. MARTINEZ stated that construction activities may be affected by the labor and material delivery. Gamma Construction is to keep the design team updated as information is provided.

MARTINEZ updated the board on the design activities of Station 41, stating that all permits submitted have been approved by Harris County.

The Board of Commissioner agreed to continue with the schedule bidding plan for Station 41.

16. TO REVIEW, DICUSS, AND TAKE ACTION REGARDING A POLICY FOR REVIEWING AND APPROVING VARIANCE REQUESTS FOR THE USE OF NATURAL WATER RESOURCES FOR FIREFIGHTING PURPOSE:

Commissioner ROBINSON stated that within the interest of public safety, Harris County ESD No. 24 will not support nor approve the instillation of a detention pond and a dry fire hydrant system to take the place of an above ground water tank for use in firefighting efforts.

Motion by Commissioner GARCIA and seconded by ROBINSON and approved with a vote 4 to 0 to approve the resolution as read.

Commissioner LOYD opened item # 20

20. REVIEW DISCUSS AND TAKE ACTION ON DISTRICT PERSONNEL MATTERS INCLUDING ACTIONS REGARDING COMPENSATION, BENEFITS, SCHEDULING, RETENTION, HIRING AND/OR TERMINATION OF DISTRICTS EMPLOYEES INCLUDING MEDICS, COMMAND STAFF, ADMINISTRATIVE STAFF:

No action. Item tabled.

21. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE § 551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS OR ON MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS AND TAX CODE § 323.3022 TO DISCUSS SALE TAXES MATTERS:

No action. Item tabled.

22. TO RECEIVE A REPORT REGARDING SOCIAL MEDIA AND UPCOMING EVENTS FROM THE DEPARTMENTS PUBLIC RELATIONS REPRESENTATIVE:

SANTIAGO informed the board due to COVID-19 and schools not in session, all public relations events are on a hold until further notice. SANTIAGO mentioned to the board that all District social platforms are being updated with information from the CDC website.

23. TO REVIEW AND APPROVE SUBMITTAL RECEIVED FROM THE DISTRICTS COMMISSIONERS SEEKING COMPENSATION AS PERMITTED BY TEXAS HEALTH AND SAFETY CODE §775.038:

Motion made by Commissioner SPILMAN, seconded by Commissioner ROBINSON with a vote of 4 to 0 to approve compensation for Commissioner SPILMAN, Commissioner GARCIA, Commissioner ROBINSON, Commissioner GOMEZ and Commissioner LOYD for the month of March 2020.

24. TO DISCUSS ANY NEW ITEMS WHICH NEED TO BE ON THE AGENDA FOR SUBSEQUENT DISTRICTS MEETINGS:

Bill Pay Meeting- April 1<sup>st</sup>, 2020

Board Meeting- April 15<sup>th</sup>, 2020

25. ANNOUNCEMENTS:

CARRIER announced that the Annual Awards Banquet will be on September 12<sup>th</sup>, 2020 with a 1920's theme.

26. ADJOURNMENT:

Commissioner GARCIA moved for adjournment; Seconded by Commissioner ROBINSON with a vote of 4 to 0 to adjourn the meeting.

**The meeting adjourned at 1:11 pm.**